



SSC POLICY: TEAM TRAVEL



Team Travel Policy for Southeastern Swim Club

Purpose: Athletes are most vulnerable to misconduct during travel, particularly overnight stays. This includes a high risk of athlete-to-athlete misconduct. During travel, athletes are often away from their families and support networks, and the setting – new changing areas, locker rooms, workout facilities, automobiles and hotel rooms – is less structured and less familiar.

Team Travel is defined as overnight travel to a swim meet or other team activity that is planned and completely supervised by Southeastern Swim Club (SSC). For SSC, Team Travel is normally used for larger groups. For meets with very few athletes qualifying, SSC will encourage at least one family member of the qualified athletes to attend. In the very rare case, that only one athlete and one coach travel to a competition, the athlete must have his/her parents' (or legal guardian's) written permission in advance to travel alone with the coach.

- a. The HONOR CODE is part of this document – must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the club. By signing the HONOR CODE, those traveling are agreeing to all parts of this document and the HONOR CODE as well.
- b. All team managers and chaperones must be members of USA Swimming and have successfully passed a USA Swimming-administered criminal background check.
- c. Regardless of gender, an adult (ie coach, team manager, chaperone) shall not share a hotel room or other sleeping arrangement with an athlete (unless the coach is the parent, guardian, sibling, or spouse of that particular athlete). The only exception to this will be with regard to (f) listed below.
- d. During SSC Team Travel, when doing room checks, attending team meetings and/or other activities, two-deep leadership and open and observable environments should be maintained. Every effort should be made to include members of both genders within the two-deep leadership format.
- e. A single athlete should not ride in a coach's vehicle without other athletes or another adult present who is the same gender as the athlete, unless prior parental permission is obtained.
- f. During overnight SSC Team Travel, if athletes are paired with other athletes they shall be of the same gender and should be a similar age. Where athletes are age 13 & over, chaperones and/or team managers would ideally stay in nearby rooms. When athletes are age 12 & under, chaperones and/or team managers may stay with athletes. Where chaperones/team managers are staying in a room with athletes, they should be the same gender as the athlete and written consent must be given by athlete's parents (or legal guardian).
- g. When only one athlete and one coach travel to a competition, at the competition the coach and athlete should attempt to establish a "buddy" club to associate with during the competition and when away from the venue.
- h. Athletes and parents must sign, date and return the permission slip for each trip.
- i. Parents must turn in a completed medical release form and attach a copy of the athlete's most recent insurance card prior to departure in order to participate in SSC Team Travel.
- j. Each time the team or a group of athletes travel for SSC purposes, there will be a designated "travel jury". The jury will be made up of one (1) coach and two (2) adult chaperones. A swimmer may or may not be assigned to the jury at the discretion of the Head Coach. Any disciplinary issues will be determined by the jury, and those decisions will be final in regard to disciplinary issues.
- k. Swimmers are expected to remain with the team at all times during the trip. Swimmers are not to leave the competition venue, the hotel, a restaurant, or any other place at which the team has gathered without the permission/knowledge of the coach or chaperone.
- l. When visiting public places such as shopping malls, movie theatres, etc. swimmers will stay in groups of no less than three persons. 12 & Under athletes will be accompanied by a chaperone.
- m. The Head Coach or his/her designee shall make a written report of travel policy or code of conduct violations to the appropriate club Board of Directors and the parent or legal guardian of any affected minor athlete.